



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 1/14/2020

Agenda Placement: 6J

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors

**FROM:** Steven Lederer - Director of Public Works  
Public Works

**REPORT BY:** Syed Ahsan Kazmi, Senior Traffic Engineer - 707-259-8370

**SUBJECT:** Fiscal Year 2018-19 Traffic Mitigation Fee Program Report

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### **RECOMMENDATION**

Director of Public Works requests the Board receive and instruct the Clerk of the Board to file reports required by Government Code Section 66006 (b) for the Traffic Mitigation Fee program in the Napa Valley Business Park Area (formerly Airport Industrial Area Specific Plan).

### **EXECUTIVE SUMMARY**

The Airport Industrial Area Specific Plan (AIASP) was adopted by the Board of Supervisors on July 29, 1986, to provide for the orderly development of the area around Napa County Airport. The Road Improvement Program and Development Fee Schedule was adopted by Resolution in December 1990 to fund the Specific Plan area's share of road improvements to accommodate the additional traffic generated by new development. The AIASP was formally renamed the Napa Valley Business Park (NVBP) by action of the Board of Supervisors on October 23, 2013.

California Government Code Section 66006 (b)(1) requires local government agencies to make a series of financial disclosures regarding the collection and expenditure of the development fees on a yearly basis. This information has been collected by the Public Works Department as required, and has been available to the public through the annual budget process and other means, each year. With this item today, staff is formally forwarding the annual report for FY 2018-19 to the Board in accordance with Government Code Section 66006 (b) (2).

### **FISCAL & STRATEGIC PLAN IMPACT**

Is there a Fiscal Impact?

No

County Strategic Plan pillar addressed: Effective and Open Government

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

### **BACKGROUND AND DISCUSSION**

The Airport Industrial Area Specific Plan (AIASP) was adopted by the Board of Supervisors on July 29, 1986, to provide for the orderly development of the area around Napa County Airport. The Specific Plan recommended the development of a mechanism for sharing the costs of needed road and intersection improvements among all development within the planning area. These improvements include the extension of Devlin Road and capacity/operational improvements at several intersections, as well as the local share of the cost of major improvements to the State Route 29/12/221 (Soscol Junction) and State Route 29/12 (Airport Junction) intersections. The AIASP was formally renamed the Napa Valley Business Park (NVBP) by action of the Board of Supervisors on October 23, 2013.

The Traffic Mitigation Fee program was adopted in December 1990, and it has been used since that time as the noted cost-sharing mechanism. The fee was established under the authority of Section 66000 et seq. of the Government Code, the Mitigation Fee Act. Section 66006 (b)(1) of the Act requires local government agencies to make a series of financial disclosures regarding the collection and expenditure of the development fees on a yearly basis. This information has been collected by the Public Works Department as required, and has been available to the public through the annual budget process and other means, each year. With this item today, staff is formally forwarding the annual report for FY 2018-19 to the Board in accordance with Government Code Section 66006 (b)(2).

In accordance with previous direction from the Board, the number one priority project, among the various projects listed, is completion of Devlin Road Segment E. For the last several fiscal years, staff has been transferring what has been collected in the Traffic Mitigation Fund to the Devlin Road Segment E program budget in an effort to start the project. The construction contract for Devlin Road Segment E was awarded on February 26, 2019 for \$5,937,791. To date, the project has spent approximately \$3.32 million, leaving approximately \$2.62 million available for the remainder of the project. At the same meeting, the Board of Supervisors adopted Resolution No. 2019-34, authorizing a loan from the Accumulated Capital Outlay (ACO) to the Traffic Mitigation Fee fund. The loan will be paid back to the ACO as Traffic Mitigation Fees are collected in future years.

The total construction budget for the project is \$5,937,791, and following are the funding sources:

- \$2,982,606 from Traffic Mitigation Fee Airport Industrial
- \$849,554 from Traffic Mitigation Fee American Canyon
- \$384,600 in grant funds from CalRecycle's Tire Derived Aggregates (TDA) Program
- \$497,031 in City of American Canyon Revenue (for the water facilities)
- \$1,224,000 loan from ACO

There was also additional cost of approximately \$2 million from Traffic Mitigation Fee prior to the award of the construction contract for preliminary engineering and design costs.

Attached to this report is the Fiscal Year 2018-19 Report.

**SUPPORTING DOCUMENTS**

A . Fiscal Year 2018-19 TMF Report

CEO Recommendation: Approve

Reviewed By: Leigh Sharp

**NAPA VALLEY BUSINESS PARK  
TRAFFIC MITIGATION FEE PROGRAM**

FISCAL YEAR 2018-19 REPORT  
California Government Code 66006

Pursuant to Government Code Section 66006, the following report is made with respect to the Napa Valley Business Park (NVBP) Traffic Mitigation Fee (TMF) Program for Fiscal Year 2018-19:

- A. Description of the type of fee in the fund or account.** The TMF Program provides funding for road improvements necessitated by development within the NVBP area, as established by Resolution 90-152.
- B. Amount of fee.** The fee for Fiscal Year 2018-19 was \$3,551 per PM peak hour vehicle trip as determined in accordance with Resolution No. 08-146, and as subsequently amended.
- C. Beginning and ending balance of account or fund.** These balances are reported as follows:

Fiscal Year	Beginning balance	Ending balance*
2018-19	\$4,169,479	\$1,247,303

\* During FY 2018-19, most of funds available were transferred to the Devlin Road Segment E project, except the loan from the Accumulated Capital Outlay (ACO) of \$1,224,000 to be used towards the Devlin Road Segment E project. Funds are being held in the TMF and will be moved to the Devlin Road Segment E project budget as needed during FY 2019-20. Loan will be paid back to the ACO as Mitigation Fees are collected in future years.

- D. Amount of fees collected and interest earned.** These amounts are reported as follows:

Fiscal Year	Fees Collected	Interest Earned	Total
2018-19	\$6,853	\$58,248	\$65,101

- E. Identification of public improvements on which fees were expended, amount of expenditure on each improvement, and percentage of the cost that was funded with the fees.** These amounts are reported for Fiscal Year 2018-19 as follows:

Project	Amount Expended	Percentage from Fees
Devlin Road Segment E	\$1,283,205	100%

**F. Identification of approximate dates by which construction of public improvements will commence if the local agency determines sufficient funds have been collected to complete financing on an incomplete public improvement.** This information is reported in the Capital Improvement Program.

**G. Description of interfund transfers or loans made from the account or fund.** These amounts are reported as follows:

<b>Fiscal Year</b>	<b>Transfers</b>	<b>Loans</b>
2018-19	\$19,118*	\$0

\* These amounts have been transferred from the fund to pay the cost of Public Works staff administering the TMF program.

**H. The amount of refunds made pursuant to subdivision (e) of Section 66001 and any allocations pursuant to subdivision (f) of Section 66001.** Subdivision (e) of Section 66001 of the statute refers to a local agency identifying an approximate date for the construction of any of the fee-funded capital improvements which are not yet completed, or otherwise refunding the unexpended portion of the fees collected. No refunds have been made pursuant to this subdivision, because the Board of Supervisors has identified, in Resolution No. 2013-126, the approximate dates for the construction of the remaining capital improvements funded by the TMF.

Subdivision (f) of Section 66001 of the statute refers to a local agency determining that unexpended fee revenues may be allocated to some other purpose, if the cost of making refunds per subsection (e) exceeds the amount to be refunded. No such allocations have been made pursuant to this subdivision, because no change has been made to the purpose for which the fee is being collected.